

**1999 - 2000**

**COLLECTIVE BARGAINING AGREEMENT**

**- between -**

**THE CITY OF SAINT PAUL**

**- and -**

**SAINT PAUL SUPERVISORS' ORGANIZATION**

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## **P R E A M B L E**

This Agreement is entered into between the City of Saint Paul, hereinafter referred to as either the "Employer" or the "City," and the Saint Paul Supervisors' Organization, hereinafter referred to as the "Organization," for the purpose of fostering and promoting harmonious relations between the Employer and the Organization in order that a high level of public service can be provided to the citizens of the City.

This Agreement attempts to accomplish this purpose by providing a fuller and more complete understanding on the part of both the Employer and the Organization of their respective rights and responsibilities.

The provisions of this Agreement shall not abrogate the rights and/or duties of the Employer, the Organization, or the employees as established under the provisions of the Public Employee Labor Relations Act of 1984, as amended.

## **ARTICLE 1 - RECOGNITION**

- 1.1 The Employer recognizes the Saint Paul Supervisors' Organization as the exclusive representative for the White Collar Supervisory Employees of the Professional Group, and certain Unclassified Supervisory Employees, as certified by the State of Minnesota, Bureau of Mediation Services, on December 11, 1973, in BMS Case No. 74-PR-207A and as revised by Unit Clarification proceedings in BMS Case Nos. 74-PR-414-A. and 78-PR-500-A dated April 16, 1977 and December 7, 1977, respectively.
- 1.2 New classifications which are within the scope and definition of the Organization's certification as stated in Article 1.1 above shall be recognized as part of this bargaining unit. Disputes which may arise between the Employer and the Organization over the inclusion or exclusion of any job classifications may be referred by either Party to the Commissioner, Bureau of Mediation Services, State of Minnesota, for determination in accordance with applicable statutory provisions. Determination by the Commissioner shall be subject to such review and determination as is provided by statute and such rules and regulations as are promulgated thereunder.

## **ARTICLE 2 - SAVINGS CLAUSE**

- 2.1 This Agreement is subject to the laws of the United States and the State of Minnesota. In the event any provision of this Agreement shall be held to be contrary to law by a court of competent jurisdiction from whose final judgment or decree no appeal has been taken within the time provided, such provisions shall be voided. All other provisions shall continue in full force and effect. The voided provision may be renegotiated at the written request of either party. All other provisions of this Agreement shall continue in full force and effect.

## **ARTICLE 3 - MANAGEMENT RIGHTS**

- 3.1 The Organization recognizes the right of the Employer to operate and manage its affairs in all respects in accordance with applicable laws and regulations of appropriate authorities. The rights and authority which the Employer has not officially abridged, delegated, or modified by this Agreement are retained by the Employer.
- 3.2 The employer is not required to meet and negotiate on matters of inherent managerial policy, which include, but which are not limited to, such areas of discretion or policy as the functions and programs of the Employer, its overall budget, utilization of technology, and organizational structure and selection and direction and number of personnel.

## **ARTICLE 4 - CHECK OFF**

- 4.1 The Employer shall deduct the Organization's membership initiation fee assessments and monthly dues from the pay of those employees who individually request in writing that such deductions be made. The amounts to be deducted shall be certified to the Employer by a representative of the Organization and the aggregate deductions of all employees shall be remitted together with an itemized statement to the representative by the first of the succeeding month after such deductions are made or as soon thereafter as is possible.
- 4.2 Any present or future employee who is not an Organization member may be required to contribute a fair share fee for services rendered by the Organization. Upon notification by the Organization, the Employer shall deduct said fee from the earnings of the employee and transmit the same to the Organization. In no instance shall the fair share fee exceed eighty-five percent (85%) of the Organization's regular membership dues. It is also understood that in the event the Employer shall make an improper fair share deduction from the earnings of the employee, the Organization shall be obligated to make the Employer whole where the Employer has reimbursed such employee for any amount improperly withheld.
- 4.3 The Employer shall notify the Organization's President, in writing, of the names and job classifications of employees coming within the established scope and definition of the Organization's bargaining unit through new employment or by promotion.
- 4.4 The Organization shall indemnify and hold the Employer harmless against any and all claims, suits, orders or judgments brought or issued against the Employer as a result of any action taken or not taken by the Employer under the provisions of this article.

## **ARTICLE 5 - WORK SCHEDULES**

- 5.1 All bargaining unit employees are exempt from the overtime pay provisions of the federal Fair Labor Standards Act and similar state legislation as executive or administrative employees and are salaried employees of the City who are not compensated on an hourly basis. The provisions of Section 28H (Overtime Compensation) of the Saint Paul Civil Service Commission Rules shall not apply to employees in this bargaining unit.

## **ARTICLE 5 - WORK SCHEDULES (Continued)**

- 5.2 The normal work schedule for full-time employees covered by this Agreement shall consist of a minimum of eighty (80) hours within each biweekly payroll period. An employee is generally expected to be working during the normal business hours established by the Employer for the employee's work group, subject to the leave provisions of this Agreement, applicable Civil Service Rules and applicable state and federal statutes. Due to the nature of their work, however, the job duties of persons in this bargaining unit may require the employees to work irregular hours, and work on holidays and weekends. Such work requirements are considered an integral part of the job. Therefore, maintaining consistent starting and quitting times and scheduling specific numbers of hours worked in any day or week may be impossible. Where their assigned duties and responsibilities permit, however, and where their Department Head or Supervisor approves, bargaining unit employees may exercise reasonable and prudent discretion in scheduling or varying the times at which their work is performed.
- 5.3 Employees who work more than eighty (80) hours in a two-week payroll period may be granted compensatory time with the approval of their department head or his/her designee.
- 5.4 Compensatory time off shall be scheduled and approved in advance. Employees and their supervisors shall diligently work together to schedule compensatory time off so that employees may make maximum use of their accrued compensatory time without unreasonably disrupting the business of the Employer. Alternatively, the Employer may pay cash in lieu of time off for some or all of an employee's accrued compensatory time at the sole discretion of the employee's Department Head subject to the Department's budgetary considerations and, if necessary, approval of the City's Budget Director. If made, such payment shall be based upon the pro rated portion of the employee's salary in effect at the time of such payment with regard to such hours liquidated by cash payment.
- 5.5 On occasion, the Employer may request that an employee temporarily assume responsibility for a special project or other job duties that represent a substantial addition to the duties and responsibilities generally associated with the employee's position. If the employee accepts the assignment, he/she may receive such additional compensation as may be determined by the employee's Department Head and the City's Budget Director or work schedule adjustments (compensatory time) as may be approved by the employee's Department Head both of which may be granted in the Employer's sole discretion.

## **ARTICLE 5 - WORK SCHEDULES (Continued)**

- 5.6 For employees who wish to share a position, the Employer will attempt to provide options for implementing a sharing arrangement. Such an arrangement must be mutually agreed upon by the Employer and the employees involved. Vacation, holiday and sick leave benefits for employees who share a position shall be pro-rated based upon the percent of hours worked. Health insurance benefits shall be administered in accordance with the provisions of Article 13 of this Agreement. In the event that one of the employees participating in the shared position is terminated or terminates employment, the Employer shall post the job sharing vacancy for a period of ten (10) days. If, after ten (10) days, such vacancy cannot be filled, the Employer shall have the option of increasing the remaining employee's work hours.
- 5.7 Article 5.6 shall not be subject to the provisions of Article 10 (Grievance Procedure) of this Agreement.

## **ARTICLE 6 - SENIORITY**

- 6.1 Seniority, for the purposes of this Agreement, shall be defined as follows: The length of continuous, regular and probationary service with the Employer from the date an employee was first certified and appointed to a class title covered by this Agreement, it being further understood that seniority is confined to the current class assignment held by an employee. In cases where two or more employees are appointed to the same class title on the same date, the seniority shall be determined by the employee's rank on the eligible list from which the certification was made.
- 6.2 Seniority shall terminate when an employee retires, resigns, or is discharged.
- 6.3 In the event it is determined by the Employer that it is necessary to reduce the work force, employees will be laid off by class title within each department based on inverse length of seniority as defined above. The Office of Human Resources will identify such least senior employee in the title in which there is to be a lay-off in the department reducing positions, and shall notify said employee of his/her reduction from the department. If there are any vacancies in that title in any other City department, the Office of Human Resources shall place the affected employee in such vacancy. If two or more vacant positions are available, the Office of Human Resources shall decide which vacant position the affected employee shall fill. If no vacancy exists in such title, then the least senior employee in the City in such title shall be identified, and if the employee affected by the original departmental reduction is more senior, he/she shall have the right to claim that position and the least senior employee in the City, in that title, shall be laid off. For the purpose of this article, the Board of Education is not considered a City department nor is a Board of Education employee considered a city employee.

## **ARTICLE 6 - SENIORITY (Continued)**

- 6.4 If the employee to be laid off as a result of Article 6.3 above is in a title in a promotional series and has held lower titles in the series in this or any other bargaining unit, such employee will be offered a reduction to the highest of these titles within the department to which classification seniority as defined in Article 6.1 above would keep them from being laid off. This Article 6.4 shall not be effective until and unless the St. Paul Professional Employees Association, AFSCME Clerical Local 2508, and AFSCME Technical Local 1842 collective bargaining agreements have corresponding language. Until such corresponding language is included in such bargaining agreements, the provisions of this Article 6.4 shall be applicable only to the extent that such reductions may be offered only to previously held lower titles within the department in the series which are in this bargaining unit.
- 6.5 Recall from layoff shall be in inverse order of layoff, except that recall rights shall expire after two years of layoff. It is understood that such employees will pick up their former seniority date in any class of positions that they previously held.
- 6.6 To the extent possible, vacation periods shall be assigned on the basis of seniority. It is, however, understood that vacation assignment shall be subject to the ability of the Employer to maintain operations.

## **ARTICLE 7 - NON-DISCRIMINATION**

- 7.1 The provisions of this Agreement shall be applied equally by the Employer and the Organization to all employees covered by this Agreement in accordance with applicable city, state and federal law.

## **ARTICLE 8 - DISCIPLINE**

- 8.1 The Employer will discipline employees for just cause only. Discipline may be in any of the forms listed below.

Oral reprimand;  
Written reprimand;  
Suspension  
Reduction;  
Discharge;

- 8.2 All disciplinary actions, except oral reprimands, will be in written form.



## **ARTICLE 8 - DISCIPLINE (Continued)**

- 8.3 Employees and the Organization will receive copies of written reprimands and notices of suspension, discharge and reductions.
- 8.4 Employees may examine all information in their Employer personnel files. Files may be examined at reasonable times.
- 8.5 An employee to be questioned concerning an investigation of disciplinary action shall have the right to have an Organization representative be present during such interview.

## **ARTICLE 9 - LEGAL SERVICES**

- 9.1 Except in cases of malfeasance in office or willful or wanton neglect of duty, Employer shall defend, hold harmless and indemnify employee against any tort claim or demand, whether groundless or otherwise, arising out of an alleged act or omission occurring in the performance and scope of employee's duties.
- 9.2 Notwithstanding Article 9.1, the Employer shall not be responsible for paying any legal service fee or for providing any legal service arising from any legal action where the employee is the Plaintiff.
- 9.3 Each employee, after receiving notice of (1) a claim, demand, action, suit or proceeding against him or her, or (2) a judgment, verdict, finding or determination, either of which arises out of alleged or found acts or omissions occurring in the performance or scope of the employee's duties, shall notify the City Attorney, in writing, of such notice as soon as possible and practical after receiving the notice but in no event later than three (3) business days after receipt thereof.

## **ARTICLE 10 - GRIEVANCE PROCEDURE**

- 10.1 A grievance is defined as a dispute or disagreement as to the interpretation or application of the specific terms and conditions of this Agreement. The procedure established by this Article shall be the sole and exclusive procedure for the processing of grievances arising from this Agreement or arising from terms and conditions of employment in the City of St. Paul Civil Service Rules and Salary Plan and Rates of Compensation.

## **ARTICLE 10 - GRIEVANCE PROCEDURE (Continued)**

- 10.2 The Employer will recognize representatives designated by the Organization as the grievance representatives of the bargaining unit having the duties and responsibilities established by this Article. The Organization shall notify the Employer in writing of the names of such Organization Representatives and of their successors when designated. The Employer shall notify the Organization in writing as to its designated representatives.
- 10.3 It is recognized and accepted by the Organization and the Employer that the processing of grievances as hereinafter provided is limited by the job duties and responsibilities of the employees and shall therefore be accomplished during normal working hours when consistent with such employee duties and responsibilities. The aggrieved employee and an Organization representative shall be allowed a reasonable amount of time without loss of pay when a grievance is investigated and presented to the Employer during normal working hours provided that the employee and the Organization Representative have notified and received the approval of designated supervisor and provided that such absence is reasonable and would not be detrimental to the work program of the Employer. It is understood that the Employer shall not use the above limitation to hamper the processing of grievances.

- 10.4 Grievances, as defined by Paragraph 10.1, shall be resolved in conformance with the following procedure:

**Step 1.** An employee claiming a violation concerning the interpretation or application of this Agreement shall, within twenty-one (21) calendar days after such alleged violation has occurred, present such grievance to the Employee's supervisor as designated by the Employer. The Employer- designated representative will discuss and give an answer to such Step 1 grievance within ten (10) calendar days after receipt. A grievance not resolved in Step 1 and appealed to Step 2 shall be placed in writing setting forth the nature of the grievance, the facts on which it is based, the provision or provisions of the Agreement allegedly violated, the remedy requested, and shall be appealed to Step 2 by the Organization within fifteen (15) calendar days after the Employer- designated representative's final answer in Step 1. Any grievance not appealed in writing to Step 2 by the Organization within fifteen (15) calendar days shall be considered waived.

**Step 2.** If appealed, the written grievance shall be presented by the Organization and discussed with the Employer-designated Step 2 representative. The Employer-designated representative shall give the Organization the Employer's Step 2 answer in writing within ten (10) calendar days following the Employer-designated representative's final Step 2 answer. Any grievance not appealed in writing to Step 3 by the Organization within ten (10) calendar days shall be considered waived.

## **ARTICLE 10 - GRIEVANCE PROCEDURE (Continued)**

**Step 3.** If appealed, the written grievance shall be presented by the Organization and discussed with the Employer-designated Step 3 representative. The Employer-designated representative shall give the Organization the employer's answer in writing within ten (10) calendar days after receipt of such Step 3 grievance. A grievance not resolved in Step 3 may be appealed to Step 4 within ten (10) calendar days following the Employer-designated representative's final answer in Step 3. Any grievance not appealed in writing to Step 4 by the Organization within ten (10) calendar days shall be considered waived.

### **Optional Mediation Step**

1. If the grievance has not been satisfactorily resolved at Step 3, either the Organization or the Employer may, within ten (10) calendar days, request mediation. If the parties agree that the grievance is suitable for mediation, the Parties shall submit a joint request to the Minnesota Bureau of Mediation Services for the assignment of a mediator. Grievance mediation shall be completed within thirty (30) days of the assignment unless the parties mutually agree to lengthen the time limit.
2. Grievance mediation is an optional and voluntary part of the grievance resolution process. It is a supplement to, not a substitute for, grievance arbitration. When grievance mediation is invoked, the contractual time limit for moving the grievance to arbitration shall be delayed for the period of mediation.
3. The grievance mediation process shall be informal. Rules of evidence shall not apply, and no record shall be made of the proceeding. Both sides shall be provided ample opportunity to present the evidence and argument to support their case. The mediator may meet with the parties in joint session or in separate caucuses.
4. At the request of both parties, the mediator may issue an oral recommendation for settlement. Either party may request that the mediator assess how an arbitrator might rule in this case.
5. The grievant shall be present at the grievance mediation proceeding. If the grievance is resolved, the grievant shall sign a statement agreeing to accept the outcome. Unless the parties agree otherwise, the outcome shall not be precedential.
6. If the grievance is not resolved and is subsequently moved to arbitration, such proceeding shall be de novo. Nothing said or done by the parties or the mediator during grievance mediation with respect to their positions concerning resolution or offers of settlement may be used or referred to during arbitration.

## **ARTICLE 10 - GRIEVANCE PROCEDURE (Continued)**

**Step 4.** If the grievance remains unresolved, the Organization may within fourteen (14) work days after the response of the Employer in Step 3, by written notice to the Employer, request arbitration of the grievance. The parties may mutually agree upon an arbitrator to hear and decide the dispute. If, however, the parties are unable to so agree, either of them may request the Bureau of Mediation Services, State of Minnesota, to provide a list of nine (9) qualified arbitrators from the roster maintained for such purposes by the Bureau. The Employer and the Organization shall alternately strike names from the list until only one name remains; that of the selected Arbitrator. Unless the parties agree to the contrary, the party who strikes the first name from the list shall be determined by the flip of a coin.

- 10.5 The fees and expenses for the arbitrator's services and proceedings shall be borne equally by the Employer and the Organization provided that each party shall be responsible for compensating its own representatives and witnesses.
- 10.6 If either party desires a verbatim record of the proceedings, it may cause such a record to be made, providing it pays for the record. If, prior to the hearing, both parties request a verbatim record of the proceedings the cost shall be shared equally.
- 10.7 If a grievance is not presented within the time limits set forth above, it shall be considered "waived." If a grievance is not appealed to the next step within the specified time limit or any agreed extension thereof, it shall be considered settled on the basis of the Employer's last answer.

If the Employer does not answer a grievance or an appeal thereof within the specified time limits, the Organization may elect to take the grievance to the next step. The time limit in each step may be extended by mutual written agreement of the Employer and the Organization.

- 10.8 A grievance may be initiated by the Organization using either the grievance procedure of this Agreement or by the provisions of the Civil Service Rules of the City of Saint Paul. If an issue is determined by this grievance procedure it shall not again be submitted for arbitration under the Civil Service Rules. If an issue is determined by the provisions of the Civil Service Rules it shall not again be submitted for arbitration under this grievance procedure.

## **ARTICLE 11 - WAGES**

11.1 The wage schedule for the purposes of this Agreement is set forth in Appendix A, which is made a part of this Agreement as if more fully set forth herein.

11.2 The salary rates shown in Appendix A reflect the following:

Effective January 2, 1999	2.0% increase in all salary rates
Effective July 3, 1999	0.5% increase in all salary rates
Effective January 1, 2000	2.5% increase in all salary rates
Effective July 1, 2000	0.5% increase in all salary rates

## **ARTICLE 12 - LEAVES OF ABSENCE**

12.1 Employees may request paid or unpaid leaves of absence in accordance with the applicable provisions of state and federal law or regulation and Saint Paul Civil Service Rules.

12.2 In addition to such leaves of absence as may be granted pursuant to law, regulation or civil service rule, employees may be granted personal leaves of absence without pay or benefits where the Employer's operation will not be unreasonably disrupted as a result. Personal leaves of absence shall not exceed twelve (12) months in duration and shall be granted in the Employer's sole discretion which shall not be subject to review under the grievance/arbitration provisions of this Agreement.

## **ARTICLE 13 - INSURANCE**

13.1 The insurance plans, premiums for coverages and benefits contained in the insurance plans offered by the Employer shall be solely controlled by the contracts negotiated by the Employer and the benefit providers. The Employer will attempt to prevent any changes in the benefits offered by the benefit providers. However, the employees selecting the offered plans agree to accept any changes in benefits which a specific provider implements.

## **ARTICLE 13 - INSURANCE (Continued)**

### **Active Employee Insurance**

- 13.2 Effective January 1, 1999 and for the remaining term of this Agreement, the Employer will contribute an amount equal to the actual cost of the single health insurance premium.

Effective January 1, 1999, the Employer will contribute \$330.01 toward the cost of the family health insurance.

Effective January 1, 2000, the Employer will contribute the 1999 rate, plus the amount of any January 1, 2000 increase in premiums for single coverage, toward the cost of the family health insurance premium.

- 13.3 For each eligible employee who has elected health insurance coverage, the Employer agrees, effective the first payroll period of 1998, to provide life insurance in an amount equal to the employee's annual salary, or \$50,000, whichever is greater. Employees who waive participation in the health insurance plan shall not be eligible for life insurance benefits nor shall they be eligible to participate in any optional insurance coverages or flexible spending accounts.

### **Retiree Insurance**

- 13.4 Employees who retire must meet the following conditions at the time of retirement in order to be eligible for the Employer contributions, listed in Sections 13.5 through 13.8 below, toward a health insurance plan offered by the Employer:

- 13.4(1) Be receiving benefits from a Public Employee Retirement Act at the time of retirement; and
- 13.4(2) Have severed his/her relationship with the City for reasons other than misconduct; and
- 13.4(3) Employment with Independent School District #625 will not be counted toward the service requirement for employees hired after October 1, 1997 toward the years of service for retiree health eligibility.

## **ARTICLE 13 - INSURANCE (Continued)**

### **Early Retirees**

13.5 This Section applies to employees who:

- 13.5(1) Retire on or after January 1, 1996, and
- 13.5(2) Have completed 20 years Full-time with the City , and
- 13.5(3) Were appointed before January 1, 1990, and
- 13.5(4) Have not attained age 65 at retirement, and
- 13.5(5) Meet the terms set forth in Section 13.4 above, and
- 13.5(6) Select a health insurance plan offered by the Employer.

Until such employees reach sixty-five (65) years of age, the Employer will contribute a maximum of \$350.00 per month toward the cost of single or family health insurance coverage. Any unused portion shall not be paid to the retiree. In addition, the Employer will provide group term life insurance coverage in the amount of \$5,000.00 until the retiree attains the age of 65.

When such early retiree attains age 65, the provisions of Section 13.7 shall apply.

13.6 This Section shall apply to employees who:

- 13.6(1) Retire on or after January 1, 1996, and have completed 20 years Full-time with the City, and
- 13.6(2) Were appointed on or after January 1, 1990, and
- 13.6(3) Have not attained age 65 at retirement, and
- 13.6(4) Meet the conditions of Section 13.4 above, and
- 13.6(5) Select a health insurance plan offered by the Employer.

Until such employees reach sixty-five (65) years of age, the Employer will contribute a maximum of \$300.00 per month toward the cost of single or family health insurance coverage. Any unused portion shall not be paid to the retiree. In addition, the Employer will provide group term life insurance in the amount of \$5,000.00 until the retiree attains the age of 65.

When such early retiree attains age 65, the provisions of Section 13.8 shall apply.

## **ARTICLE 13 - INSURANCE (Continued)**

### **Regular Retirees (Age 65 and over)**

13.7 This Section shall apply to Full-time employees who:

- 13.7(1) Retire on or after January 1, 1996, and
- 13.7(2) Were appointed prior to January 1, 1990, and
- 13.7(3) Have completed 20 years Full-time with the City, and
- 13.7(4) Have attained age 65 at retirement, and
- 13.7(5) Meet the conditions of Section 13.4 above, and
- 13.7(6) Select a health insurance plan offered by the Employer.

The Employer will contribute up to a maximum of \$550.00 per month toward the cost of single or family health insurance coverage. Any unused portion shall not be paid to the retiree. No life insurance coverage will be provided.

13.8 This Section shall apply to Full-time employees who:

- 13.8(1) Retire on or after January 1, 1996, and
- 13.8(2) Were appointed on or after January 1, 1990, and
- 13.8(3) Have completed 20 years Full-time with the City, and
- 13.8(4) Have attained age 65 at retirement, and
- 13.8(5) Meet the conditions of Section 13.4 above, and
- 13.8(6) Select a health insurance plan offered by the Employer.

The Employer agrees to contribute up to a maximum of \$300.00 per month toward the cost of single or family health insurance coverage. Any unused portion shall not be paid to the retiree. No life insurance coverage will be provided.

### **Survivor Insurance**

13.9 The surviving spouse of an employee carrying family coverage at the time of his/her death due to a job connected injury or illness which was determined to have arisen out of and in the course of his/her employment under worker's compensation law shall continue to be eligible for city contribution in the same proportions as is provided for retired employees.

In the event of the death of an early retiree or a regular retiree, the dependents of the retiree shall have the option, within thirty (30) days, to continue the current hospitalization and medical benefits which said dependents previously had, at the premium and Employer contribution accorded to the eligible deceased retiree.



## ARTICLE 13 - INSURANCE (Continued)

It is further understood that coverage shall cease in the event of:

- 13.9(1) Subsequent remarriage of the surviving spouse of the deceased employee or retiree.
- 13.9(2) The employment of the surviving spouse of dependent where health insurance is obtained through a group program provided by said Employer. In this event, however, the surviving spouse or dependent shall have the right to maintain city health insurance for the first ninety (90) days of said employment.
- 13.10 A retiree may not carry his/her spouse as a dependent if such spouse is also a City retiree or City employee and eligible for and is enrolled in the City health insurance program.
- 13.11 The contributions indicated in this Article shall be paid to the Employer's third party administrator.
- 13.12 Employees covered by this Agreement shall be eligible to participate in the Flexible Spending Account as offered by the Employer. The service fee charged to participating employees shall be paid by the employee.
- 13.13 Employees covered by this Agreement shall be eligible to participate in the Dependent Care Reimbursement Account offered by the Employer. The service fee charged to participating employees shall be paid by the Employer.

## ARTICLE 14 - VACATION

- 14.1 In each calendar year, each full-time employee shall be granted vacation according to the following schedule:

<b>Years of Service</b>	<b>Vacation Granted</b>
Less than 8 years	15 days
After 8 years thru 15 years	20 days
After 15 years and thereafter	25 days

Employees who work less than full-time shall be granted vacation on a pro rata basis.

- 14.2 The Employee's Department Head may permit an employee to carry over into the following year up to fifteen days' vacation.

## **ARTICLE 14 - VACATION (Continued)**

- 14.3 The time of vacation shall be approved by the employee's Department Head. If an employee has been granted more vacation than he has earned up to the time of his separation from the City service, the employee shall reimburse the City for such unearned vacation. If an employee is separated from the service by reason of resignation, he shall be granted such vacation pay as he may have earned and not used up to the time of such separation, provided that he has notified the department head in writing at least fifteen calendar days prior to the date of his resignation. If an employee is separated from the service by reason of discharge, retirement or death, he shall be granted such vacation pay as he may have earned and not used up to the time of such separation. The provisions of this Section shall not apply to temporary or emergency employees.
- 14.4 If an employee has an accumulation of sick leave credits in excess of one hundred and eighty days, he may convert any part of such excess to vacation at the rate of one-half day's vacation for each day of sick leave credit. No employee may convert more than ten (10) days of sick leave in each calendar year under this provision.
- 14.5 In addition to the provisions of the above Article 14.4 of this Agreement, an employee, with the approval of the employee's department head, may convert another ten (10) days of accumulated sick leave credit in excess of one hundred eighty (180) days to vacation at a rate of one-half (1/2) day of vacation for one (1) day of sick leave credit.

## **ARTICLE 15 - HOLIDAYS**

- 15.1 The following days shall be recognized and observed as paid holidays:

New Year's Day	Labor Day
Martin Luther King Day	Day After Thanksgiving
Presidents Day	Veterans' Day
Memorial Day	Thanksgiving Day
Independence Day	Christmas Day
	Two floating holidays

Eligible employees shall receive pay for each of the holidays listed above on which they perform no work. Whenever any of the holidays listed above shall fall on Saturday, the preceding Friday shall be observed as the holiday. Whenever any of the holidays listed above shall fall on Sunday, the succeeding Monday shall be observed as the holiday. However, for those employees assigned to a work week which includes a Saturday or Sunday, the holiday shall be observed on its calendar date.

## **ARTICLE 15 - HOLIDAYS (Continued)**

- 15.2 The floating holidays set forth in Section 15.1 above may be taken at any time during the contract year, subject to the approval of the employee's Department Head.
- 15.3 In order to be eligible for a holiday with pay, an employee's name must appear on the payroll the last working day before the holiday and the first working day after the holiday. It is further understood that neither temporary nor other employees not heretofore eligible shall receive holiday pay.

## **ARTICLE 16 - SEVERANCE PAY**

- 16.1 The Employer shall provide a severance pay program as set forth in this Article.
- 16.2 To be eligible for the severance pay program, an employee must meet the following requirements:
- 16.2(1) The employee must be voluntarily separated from City employment or have been subject to separation by lay-off or compulsory retirement. Those employees who are discharged for cause, misconduct, inefficiency, incompetency, or any other disciplinary reason are not eligible for the City severance pay program.
  - 16.2(2) The employee must have at least fifteen (15) years of consecutive service in the classified or unclassified Service of the City at the time of separation. For purposes of this Article employment with the Independent School District #625 will not be counted toward the service requirement for employees hired after October 1, 1997 toward the years of service for severance eligibility.
  - 16.2(3) The employee must file a waiver of re-employment with the Director of Human Resources, which will clearly indicate that by requesting severance pay, the employee waives all rights to claim reinstatement or re-employment (of any type), with the City.
  - 16.2(4) The employee must have accumulated a minimum of eighty (80) days of sick leave credits at the time of his separation from service.

## **ARTICLE 16 - SEVERANCE PAY (Continued)**

- 16.3 If an employee requests severance pay and if the employee meets the eligibility requirements set forth above, he or she will be granted severance pay in an amount equal to one-half of the daily rate of pay for the position held by the employee on the date of separation for each day of accrued sick leave.
- 16.4 The maximum amount of money that any employee may obtain through this severance pay program is \$10,000.00.
- 16.5 Upon the death of an employee who meets all of the requirements set forth above, at the time of his/her death, payment of the severance pay allowed under these provisions shall be made to the employee's estate or spouse.
- 16.6 Payment of severance pay shall be made in accordance with the provisions of City Ordinance No. 16303.

## **ARTICLE 17 - SICK LEAVE**

- 17.1 Employees shall accumulate sick leave credits at the rate of fifteen (15) days per year. The use of sick leave shall be governed by the applicable rules of the Saint Paul Civil Service Commission which were in effect at the time this Agreement was made and any applicable state or federal statute in effect at the time the sick leave is used.
- 17.2 In the case of a serious illness or disability of an employee's child, parent or household member, the head of the department shall grant leave with pay in order for the employee to care for or make arrangements for the care of such sick or disabled persons. Such paid leave shall be drawn from the employee's accumulated sick leave credits. Use of such sick leave shall be without limitation where used for the purpose of attending to an employee's sick child and otherwise subject to the Employer's proper administration of the use of such benefits under the Federal Family and Medical Leave Act.
- 17.3 Department Heads or the Human Resources Director may require a physician's certificate at any time during an employee's use of sick leave for the purposes stated in 17.2 above. All such certificates shall be forwarded by the appointing officer to the Human Resources Office. If an employee is absent for the reasons set forth in Article 17.2 above for three or fewer calendar days he/she shall submit to the Department Head a certificate signed by the employee stating the nature of the child, parent, or household member's sickness.

## ARTICLE 17 - SICK LEAVE (Continued)

If the sickness continues for more than three calendar days, no further sick leave shall be granted unless or until a physician is consulted. The sick leave may be continued from and include the day of consultation, but only if a certificate signed by the physician certifying to the nature and period of the person's sickness is submitted and approved by the Department Head and forwarded to the Human Resources Office.

- 17.4 No sick leave shall be granted for the above reasons unless the employee reports to his/her Department Head the necessity for the absence as soon as possible and practical after the employee's expected time to report for work, unless he/she can show to the satisfaction of the department head that the failure to report was for good cause.
- 17.5 An employee shall be paid under the provisions of this paragraph only for the number of days or hours for which he/she would normally have been paid if he/she had not been on sick leave.
- 17.6 Any employee who has accumulated sick leave credits, as provided in the Civil Service Rules, may be granted one day of such leave to attend the funeral of the employee's grandparent or grandchild.

## ARTICLE 18 - MILEAGE

- 18.1 **Automobile Reimbursement Authorized:** Pursuant to Chapter 33 of the Saint Paul Administrative Code, as amended, pertaining to reimbursement of City officers and employees for the use of their own automobiles in the performance of their duties, the following provisions are adopted.
- 18.2 **Method of Computation:** To be eligible for such reimbursement, all officers and employees must receive written authorization from their Department Head.

**Type 1.** If an employee is required to use his/her own automobile OCCASION-ALLY during employment, the employee shall be reimbursed at the rate of \$4.00 per day for each day the employee's vehicle is actually used in performing the duties of the employee's position.

In addition, the employee shall be reimbursed \$.20 per mile for each mile actually driven.

## **ARTICLE 18 - MILEAGE (Continued)**

If such employee is required to drive an automobile during employment and the department head or designated representative determines that an employer vehicle is available for the employee's use but the employee desires to use his/her own automobile, then the employee shall be reimbursed at the rate of \$.20 per mile driven and shall not be eligible for any per diem.

**Type 2.** If an employee is required to use his/her own automobile REGULARLY during employment, the employee shall be reimbursed at the rate of \$4.00 per day for each day of work. In addition, the employee shall be reimbursed \$.20 per mile for each mile actually driven. If such employee is required to drive an automobile during employment and the department head or designated representative determines that an employer vehicle is available for the employee's use but the employee desires to use his/her own automobile, then the employee shall be reimbursed at the rate of \$.20 per mile driven and shall not be eligible for any per diem.

- 18.3 The City will provide parking at the Civic Center Parking Ramp for City employees on either of the above mentioned types of reimbursement plans who are required to have their personal car available for City business. Such parking will be provided only for the days the employee is required to have his or her own personal car available.
- 18.4 The Mayor shall adopt rules and regulations governing the procedures for automobile reimbursement, which regulations and rules shall contain the requirement that recipients shall file daily reports indicating miles driven and shall file monthly affidavits stating the number of days worked and the number of miles driven, and further require that they maintain automobile liability insurance in amounts of not less than \$100,000/\$300,000 for personal injury, and \$25,000 for property damage, or liability insurance in amounts not less than \$300,000 single limit coverage, with the City of Saint Paul named as an additional insured. Such rules and regulations, together with any amendments thereto, shall be maintained on file with the city clerk.

## **ARTICLE 19 - SAFETY SHOES**

- 19.1 For those employees required, by the Employer, to wear safety shoes or boots, the Employer agrees to contribute \$50.00 per year toward the purchase of one pair of such shoes or boots per calendar year. Beginning January 1, 1999, the employee may accrue up to \$150.00 for the purchase of safety shoes or boots.

## **ARTICLE 20 - DURATION AND EFFECTIVE DATE**

- 20.1 This Agreement is the complete Agreement between the Organization and the Employer. During the negotiations which resulted in this Agreement, each had the unlimited right and opportunity to make requests and proposals with respect to any subject or matter not removed by law from the area of collective bargaining, and that the complete understandings and agreements arrived at by the parties after the exercise of that right and opportunity are set forth in this Agreement. Therefore, the Employer and the Organization, for the life of this Agreement, each voluntarily and unqualifiedly waives the right, and each agrees that the other shall not be obligated to bargain collectively with respect to any subject or matter referred to or covered in this Agreement.
- 20.2 This Agreement shall be effective on the date it is executed by the parties and shall continue in full force and effect through December 31, 2000 and thereafter until modified or amended by mutual agreement of the parties. Either party desiring to amend, or modify this Agreement shall notify the other in writing so as to comply with the provisions of the Public Employment Labor Relations Act of 1984, as amended.

**CITY OF SAINT PAUL**

**SAINT PAUL SUPERVISORS'  
ORGANIZATION**

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Joe Reid  
Director of Financial Services

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Helga Kessler  
President

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Date

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Date

**APPENDIX A  
TITLES AND SALARIES**

GRADE 009

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436A EQUIPMENT SERVICES MANAGER  
(Appointed on/after 1/1/90)

	A	B	C	D	E	F	G		
	Start	6 mo.	1-yr.	2-yr.	3-yr.	4-yr.	5-yr.	10-yr.	15-yr.
	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
1/02/99	1400.27	1452.39	1504.85	1572.76	1645.05	1720.83	1799.78	1852.26	1902.62
7/03/99	1407.27	1459.65	1512.37	1580.62	1653.28	1729.43	1808.78	1861.52	1912.13
1/01/00	1442.45	1496.14	1550.18	1620.14	1694.61	1772.67	1854.00	1908.06	1959.93
7/01/00	1449.66	1503.62	1557.93	1628.24	1703.08	1781.53	1863.27	1917.60	1969.73

GRADE 010

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371A BUILD SUPERINTENDENT  
606A IMPOUND LOT SUPERVISOR  
260A OFFICE MANAGER  
316A STOREROOM MANAGER

1/02/99	1440.27	1490.36	1543.72	1615.08	1689.61	1767.60	1847.65	1904.81	1957.21
7/03/99	1447.47	1497.81	1551.44	1623.16	1698.06	1776.44	1856.89	1914.33	1967.00
1/01/00	1483.66	1535.26	1590.23	1663.74	1740.51	1820.85	1903.31	1962.19	2016.18
7/01/00	1491.08	1542.94	1598.18	1672.06	1749.21	1829.95	1912.83	1972.00	2026.26

GRADE 011

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396A GOLF PRO/MANAGER  
568 SUPERVISING DENTAL HYGIENIST

1/02/99	1478.04	1532.65	1588.18	1660.68	1736.27	1817.82	1900.06	1953.93	2011.70
7/03/99	1485.43	1540.31	1596.12	1668.98	1744.95	1826.91	1909.56	1963.70	2021.76
1/01/00	1522.57	1578.82	1636.02	1710.70	1788.57	1872.58	1957.30	2012.79	2072.30
7/01/00	1530.18	1586.71	1644.20	1719.25	1797.51	1881.94	1967.09	2022.85	2082.66



GRADE 012

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205A ASSISTANT CITY CLERK

	A	B	C	D	E	F	G	10-yr.	15-yr.
	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
1/02/99	1519.28	1573.86	1631.61	1705.17	1784.20	1866.60	1952.31	2014.04	2067.64
7/03/99	1526.88	1581.73	1639.77	1713.70	1793.12	1875.93	1962.07	2024.11	2077.98
1/01/00	1565.05	1621.27	1680.76	1756.54	1837.95	1922.83	2011.12	2074.71	2129.93
7/01/00	1572.88	1629.38	1689.16	1765.32	1847.14	1932.44	2021.18	2085.08	2140.58

GRADE 013

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307A BUSINESS ASSIST PROGRAM SUPERVISOR

1/02/99	1560.42	1616.21	1676.26	1753.32	1832.11	1917.88	2009.01	2068.74	2123.54
7/03/99	1568.22	1624.29	1684.64	1762.09	1841.27	1927.47	2019.06	2079.08	2134.16
1/01/00	1607.43	1664.90	1726.76	1806.14	1887.30	1975.66	2069.54	2131.06	2187.51
7/01/00	1615.47	1673.22	1735.39	1815.17	1896.74	1985.54	2079.89	2141.72	2198.45

GRADE 014

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595A DUPLICATING SHOP MANAGER

872 LOANS SUPERVISOR

381 RECORDER OF COUNCIL PROCEEDINGS

1/02/99	1602.77	1660.68	1721.97	1800.94	1885.40	1971.22	2063.58	2125.79	2184.68
7/03/99	1610.78	1668.98	1730.58	1809.94	1894.83	1981.08	2073.90	2136.42	2195.60
1/01/00	1651.05	1710.70	1773.84	1855.19	1942.20	2030.61	2125.75	2189.83	2250.49
7/01/00	1659.31	1719.25	1782.71	1864.47	1951.91	2040.76	2136.38	2200.78	2261.74

GRADE 015

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259 \*PUBLIC WORKS TECHNICIAN IV

757 ASSISTANT DIR OF HUMAN RIGHTS

622A ENGINEERING TECH SUPERVISOR-WU

428A ENGINEERING TECHNICIAN SUPERVISOR

1/02/99	1647.29	1708.41	1769.84	1849.96	1936.67	2025.77	2120.50	2187.06	2247.35
7/03/99	1655.53	1716.95	1778.69	1859.21	1946.35	2035.90	2131.10	2198.00	2258.59
1/01/00	1696.92	1759.87	1823.16	1905.69	1995.01	2086.80	2184.38	2252.95	2315.05
7/01/00	1705.40	1768.67	1832.28	1915.22	2004.99	2097.23	2195.30	2264.21	2326.63

# GRADE 016

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245A ADMINISTRATIVE ASSISTANT  
 383A ADMINISTRATIVE ASSISTANT  
 674 ADMINISTRATIVE ASSISTANT  
 566 ARBORIST SUPERVISOR  
 191 EQUIPMENT SERVICES MANAGER  
 (Appointed prior to 1/1/90)  
 048A HOUSING INFORMATION COORDINATOR  
 438A SAFETY COORDINATOR  
 (Appointed on/after 1/1/90)

1/02/99	1692.90	1755.24	1818.71	1903.30	1991.24	2083.59	2181.62	2247.35	2308.71
7/03/99	1701.36	1764.02	1827.80	1912.82	2001.20	2094.01	2192.53	2258.59	2320.25
1/01/00	1743.89	1808.12	1873.50	1960.64	2051.23	2146.36	2247.34	2315.05	2378.26
7/01/00	1752.61	1817.16	1882.87	1970.44	2061.49	2157.09	2258.58	2326.63	2390.15

# GRADE 017

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522 \*WATER QUALITY SPECIALIST III  
 822 NUTRITIONIST III  
 554 PUBLIC SERVICE MANAGER - WU  
 644 RECREATION DIRECTOR III  
 364 SENIOR PUBLIC HEALTH NURSE  
 912 SUPV OF TRAFFIC MAINTENANCE

	A (1)	B (2)	C (3)	D (4)	E (5)	F (6)	G (7)	10-yr. (8)	15-yr. (9)
1/02/99	1739.58	1803.06	1869.90	1954.56	2044.75	2141.54	2241.73	2312.02	2376.67
7/03/99	1748.28	1812.08	1879.25	1964.33	2054.97	2152.25	2252.94	2323.58	2388.55
1/01/00	1791.99	1857.38	1926.23	2013.44	2106.34	2206.06	2309.26	2381.67	2448.26
7/01/00	1800.95	1866.67	1935.86	2023.51	2116.87	2217.09	2320.81	2393.58	2460.50

# GRADE 018

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290A CONTRACT COMPLIANCE SUPERVISOR  
 258A ENVIRONMENTAL HEALTH PROGRAM SUPERVISOR  
 449A LIBRARIAN III (Appointed after 7/7/88)  
 325A MEDICAL TECHNOLOGIST SUPERVISOR  
 196A SUPERVISOR OF INVESTIGATION--HUM RTS

1/02/99	1787.46	1852.09	1920.12	2011.24	2103.64	2203.87	2306.25	2377.89	2440.38
7/03/99	1796.40	1861.35	1929.72	2021.30	2114.16	2214.89	2317.78	2389.78	2452.58
1/01/00	1841.31	1907.88	1977.96	2071.83	2167.01	2270.26	2375.72	2449.52	2513.89
7/01/00	1850.52	1917.42	1987.85	2082.19	2177.85	2281.61	2387.60	2461.77	2526.46

# GRADE 019

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640A PLAN REVIEW COORDINATOR

	A (1)	B (2)	C (3)	D (4)	E (5)	F (6)	G (7)	10-yr. (8)	15-yr. (9)
1/02/99	1837.57	1904.43	1973.52	2065.86	2162.76	2263.96	2371.96	2441.47	2510.71
7/03/99	1846.76	1913.95	1983.39	2076.19	2173.57	2275.28	2383.82	2453.68	2523.26
1/01/00	1892.93	1961.80	2032.97	2128.09	2227.91	2332.16	2443.42	2515.02	2586.34
7/01/00	1902.39	1971.61	2043.13	2138.73	2239.05	2343.82	2455.64	2527.60	2599.27

# GRADE 020

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601 ACCOUNTANT IV  
 031A BUILD DESIGN CONTRACT ADMIN  
 131A COMPUTER OPERATIONS SUPERVISOR  
 211A COMPUTER SERVICES MANAGER  
 588 CONSERVATORY MANAGER  
 617 FORESTRY MANAGER  
 448A LIBRARIAN III (Appointed on/before 7/7/88)  
 521A LICENSE MANAGER  
 059A SAFETY COORDINATOR (Appointed prior to 1/1/90)  
 350A ZONING MANAGER

1/02/99	1887.65	1957.82	2030.18	2124.80	2223.83	2328.53	2437.59	2511.82	2582.22
7/03/99	1897.09	1967.61	2040.33	2135.42	2234.95	2340.17	2449.78	2524.38	2595.13
1/01/00	1944.52	2016.80	2091.34	2188.81	2290.82	2398.67	2511.02	2587.49	2660.01
7/01/00	1954.24	2026.88	2101.80	2199.75	2302.27	2410.66	2523.58	2600.43	2673.31

# GRADE 021

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569 ASSESSMENTS SUPERVISOR  
098 CHIEF SURVEYOR  
124A HOUSING CODE INSPECTION SUPVR  
335A RIGHT-OF-WAY ENGINEER

1/02/99	1938.97	2012.36	2085.86	2183.85	2286.24	2395.18	2505.56	2583.22	2655.78
7/03/99	1948.66	2022.42	2096.29	2194.77	2297.67	2407.16	2518.09	2596.14	2669.06
1/01/00	1997.38	2072.98	2148.70	2249.64	2355.11	2467.34	2581.04	2661.04	2735.79
7/01/00	2007.37	2083.34	2159.44	2260.89	2366.89	2479.68	2593.95	2674.35	2749.47

# GRADE 022

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434A DENTIST (Appointed on/after 1/1/90)  
877 PARKING ADMINISTRATOR  
895 SUPERVISOR BUILDING DESIGN & PLAN REVIEW  
621A WATER QUALITY SUPERVISOR

	A (1)	B (2)	C (3)	D (4)	E (5)	F (6)	G (7)	10-yr. (8)	15-yr. (9)
1/02/99	1993.55	2067.07	2144.95	2245.06	2350.72	2460.94	2576.78	2656.92	2730.58
7/03/99	2003.52	2077.41	2155.67	2256.29	2362.47	2473.24	2589.66	2670.20	2744.23
1/01/00	2053.61	2129.35	2209.56	2312.70	2421.53	2535.07	2654.40	2736.96	2812.84
7/01/00	2063.88	2140.00	2220.61	2324.26	2433.64	2547.75	2667.67	2750.64	2826.90

# GRADE 023

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496 ACCOUNTANT V  
287A PARKS & RECREATION MANAGER  
881 SUPERVISOR OF REHABILITATION  
222A ZOO DIRECTOR

1/02/99	2050.24	2125.96	2206.09	2308.44	2416.42	2532.23	2650.29	2733.95	2809.76
7/03/99	2060.49	2136.59	2217.12	2319.98	2428.50	2544.89	2663.54	2747.62	2823.81
1/01/00	2112.00	2190.00	2272.55	2377.98	2489.21	2608.51	2730.13	2816.31	2894.41
7/01/00	2122.56	2200.95	2283.91	2389.87	2501.66	2621.55	2743.78	2830.39	2908.88

# GRADE 024

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219A \*LIBRARIAN IV  
 228A EMPLOYMENT PROGRAMS MANAGER  
 217A ENVIRONMENTAL HEALTH DIRECTOR  
 954 HEALTH ADMINISTRATION MANAGER  
 980 INFORMATION SERVICE MANAGER-WU  
 180A NUTRITIONIST IV  
 446 PUBLIC HEALTH NURSING SUPERVISOR  
 433A CABLE COMMUNICATIONS OFFICER

	A (1)	B (2)	C (3)	D (4)	E (5)	F (6)	G (7)	10-yr. (8)	15-yr. (9)
1/02/99	2105.89	2184.94	2266.17	2374.15	2485.42	2602.52	2727.13	2809.76	2886.67
7/03/99	2116.42	2195.86	2277.50	2386.02	2497.85	2615.53	2740.77	2823.81	2901.10
1/01/00	2169.33	2250.76	2334.44	2445.67	2560.30	2680.92	2809.29	2894.41	2973.63
7/01/00	2180.18	2262.01	2346.11	2457.90	2573.10	2694.32	2823.34	2908.88	2988.50

# GRADE 24T

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713A SYSTEMS CONSULTANT IV

	Start (1)	6 mo. (2)	1-yr (3)	1.5-yr (4)	2-yr (5)	2.5-yr (6)	3-yr. (7)	3.5-yr. (8)	4-yr. (9)
1/02/99	2105.89	2184.94	2266.17	2320.16	2374.15	2429.79	2485.42	2543.97	2602.52
7/03/99	2116.42	2195.86	2277.50	2331.76	2386.02	2441.94	2497.85	2556.69	2615.53
1/01/00	2169.33	2250.76	2334.44	2390.05	2445.67	2502.99	2560.30	2620.61	2680.92
7/01/00	2180.18	2262.01	2346.11	2402.00	2457.90	2515.50	2573.10	2633.71	2694.32
						4.5 -yr (10)	5-yr. (11)	10-yr. (12)	15-yr. (13)
1/02/99						2664.83	2727.13	2809.76	2886.67
7/03/99						2678.15	2740.77	2823.81	2901.10
1/01/00						2745.10	2809.29	2894.41	2973.63
7/01/00						2758.83	2823.34	2908.88	2988.50

# GRADE 025

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539 ACCOUNTING MANAGER  
 406 CIVIL ENGINEER IV  
 411 CIVIL ENGINEER IV--WU  
 149 DENTIST (Appointed prior to 1/1/90)  
 625A LIBRARY FACILITIES MANAGER  
 449 MUNICIPAL GARAGE SUPERVISOR  
 275A REAL ESTATE MANAGER  
 882 SUPERVISOR OF TECHNICAL SERVICES

	A	B	C	D	E	F	G	10-yr.	15-yr.
	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
1/02/99	2164.98	2248.42	2331.86	2440.89	2554.60	2675.91	2802.77	2891.21	2970.42
7/03/99	2175.80	2259.66	2343.52	2453.09	2567.37	2689.29	2816.78	2905.67	2985.27
1/01/00	2230.20	2316.15	2402.11	2514.42	2631.55	2756.52	2887.20	2978.31	3059.90
7/01/00	2241.35	2327.73	2414.12	2526.99	2644.71	2770.30	2901.64	2993.20	3075.20

# GRADE 026

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283 BUILDING AND HOUSING INSPECTION SUPERVISOR  
 594A DEPUTY LIEP DIRECTOR-CUSTOMER SERV.  
 575A POLICE RESEARCH & GRANTS MANAGER  
 878 PRINCIPAL DESIGNER  
 100A PROGRAM ADMINISTRATOR

	A	B	C	D	E	F	G	10-yr.	15-yr.
	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
1/02/99	2227.23	2309.56	2398.58	2507.84	2629.04	2753.72	2884.00	2973.69	3055.23
7/03/99	2238.37	2321.11	2410.57	2520.38	2642.19	2767.49	2898.42	2988.56	3070.51
1/01/00	2294.33	2379.14	2470.83	2583.39	2708.24	2836.68	2970.88	3063.27	3147.27
7/01/00	2305.80	2391.04	2483.18	2596.31	2721.78	2850.86	2985.73	3078.59	3163.01

# GRADE 027

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251A LIBRARY PUBLIC SERVICES MANAGER.  
 (Appointed prior to 1/1/90)  
 736 LICENSE AND PERMIT MANAGER  
 936 PRINCIPAL PLANNER  
 922 SENIOR PRINCIPAL PLANNER  
 178A TECHNICAL & SUPPORT SERVICES MANAGER

1/02/99	2288.45	2375.26	2464.32	2581.23	2702.57	2831.68	2966.27	3057.51	3143.40
7/03/99	2299.89	2387.14	2476.64	2594.14	2716.08	2845.84	2981.10	3072.80	3159.12
1/01/00	2357.39	2446.82	2538.56	2658.99	2783.98	2916.99	3055.63	3149.62	3238.10
7/01/00	2369.18	2459.05	2551.25	2672.28	2797.90	2931.57	3070.91	3165.37	3254.29

# GRADE 028

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464A ADMINISTRATIVE MANAGER--PUBLIC WORKS  
 708C ATTORNEY V  
 439A VALUATION & ASSESSMENT ENGINEER  
 (Appointed on/after 1/1/90)

1/02/99	2354.08	2442.01	2534.47	2654.68	2781.55	2910.73	3049.87	3146.67	3233.75
7/03/99	2365.85	2454.22	2547.14	2667.95	2795.46	2925.28	3065.12	3162.40	3249.92
1/01/00	2425.00	2515.58	2610.82	2734.65	2865.35	2998.41	3141.75	3241.46	3331.17
7/01/00	2437.13	2528.16	2623.87	2748.32	2879.68	3013.40	3157.46	3257.67	3347.83

# GRADE 029

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773 LIBRARY SERVICES MANAGER  
 322A PURCHASING SYSTEMS MANAGER  
 914 TREASURY MANAGER

	A	B	C	D	E	F	G	10-yr.	15-yr.
	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
1/02/99	2420.83	2511.11	2606.75	2729.36	2858.51	2996.37	3138.83	3235.90	3326.37
7/03/99	2432.93	2523.67	2619.78	2743.01	2872.80	3011.35	3154.52	3252.08	3343.00
1/01/00	2493.75	2586.76	2685.27	2811.59	2944.62	3086.63	3233.38	3333.38	3426.58
7/01/00	2506.22	2599.69	2698.70	2825.65	2959.34	3102.06	3249.55	3350.05	3443.71

GRADE 030

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143A ASSISTANT CITY ENGINEER  
347A DIVISION MANAGER--WU  
803 MANAGER OF DATA PROCESSING  
638A CITY BUILDING OFFICIAL

1/02/99	2488.83	2583.35	2681.33	2807.26	2939.67	3081.13	3227.88	3326.37	3423.36
7/03/99	2501.27	2596.27	2694.74	2821.30	2954.37	3096.54	3244.02	3343.00	3440.48
1/01/00	2563.80	2661.18	2762.11	2891.83	3028.23	3173.95	3325.12	3426.58	3526.49
7/01/00	2576.62	2674.49	2775.92	2906.29	3043.37	3189.82	3341.75	3443.71	3544.12

GRADE 031

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272A DEPUTY DIR-ECONOMIC DEVELOP  
096A DEPUTY DIR-NEIGHBORHOOD & HSG  
095A DEPUTY DIR-PLANNING & DESIGN  
435A DIRECTOR OF MEDICAL SERVICES  
(Appointed prior to 1/1/90)

1/02/99	2560.05	2655.74	2757.06	2888.36	3025.39	3168.94	3320.38	3424.64	3520.58
7/03/99	2572.85	2669.02	2770.85	2902.80	3040.52	3184.78	3336.98	3441.76	3538.18
1/01/00	2637.17	2735.75	2840.12	2975.37	3116.53	3264.40	3420.40	3527.80	3626.63
7/01/00	2650.36	2749.43	2854.32	2990.25	3132.11	3280.72	3437.50	3545.44	3644.76

GRADE 032

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221A BUILD CODE OFFICER

	A	B	C	D	E	F	G	10-yr.	15-yr.
	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
1/02/99	2632.45	2730.48	2833.98	2970.73	3112.18	3261.34	3416.10	3524.07	3621.02
7/03/99	2645.61	2744.13	2848.15	2985.58	3127.74	3277.65	3433.18	3541.69	3639.13
1/01/00	2711.75	2812.73	2919.35	3060.22	3205.93	3359.59	3519.01	3630.23	3730.11
7/01/00	2725.31	2826.79	2933.95	3075.52	3221.96	3376.39	3536.61	3648.38	3748.76



GRADE 033

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183A ASSISTANT GENERAL MGR--WU

145A ASSOCIATE CITY ENGINEER

085 CHIEF ACCOUNTANT

513 VALUATION & ASSESSMENT ENGINEER

(Appointed prior to 1/1/90)

1/02/99	2707.06	2796.95	2915.11	3055.46	3201.26	3355.81	3515.28	3625.43	3727.08
7/03/99	2720.60	2810.93	2929.69	3070.74	3217.27	3372.59	3532.86	3643.56	3745.72
1/01/00	2788.62	2881.20	3002.93	3147.51	3297.70	3456.90	3621.18	3734.65	3839.36
7/01/00	2802.56	2895.61	3017.94	3163.25	3314.19	3474.18	3639.29	3753.32	3858.56

GRADE 034

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232C ATTORNEY VIII

1/02/99	2783.84	2888.36	2998.66	3143.31	3293.60	3450.59	3616.39	3729.36	3836.33
7/03/99	2797.76	2902.80	3013.65	3159.03	3310.07	3467.84	3634.47	3748.01	3855.51
1/01/00	2867.70	2975.37	3088.99	3238.01	3392.82	3554.54	3725.33	3841.71	3951.90
7/01/00	2882.04	2990.25	3104.43	3254.20	3409.78	3572.31	3743.96	3860.92	3971.66

GRADE 035

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737 DEPUTY CITY ATTORNEY

1/02/99	2863.94	2971.84	3085.51	3234.62	3387.12	3549.70	3720.06	3838.57	3945.84
7/03/99	2878.26	2986.70	3100.94	3250.79	3404.06	3567.45	3738.66	3857.76	3965.57
1/01/00	2950.22	3061.37	3178.46	3332.06	3489.16	3656.64	3832.13	3954.20	4064.71
7/01/00	2964.97	3076.68	3194.35	3348.72	3506.61	3674.92	3851.29	3973.97	4085.03

GRADE 039

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042 DIRECTOR OF MEDICAL SERVICES

(Appointed prior to 1/1/90)

1/02/99	3204.61	3327.02	3455.10	3620.88	3794.56	3979.35	4170.78	4301.45	4423.43
7/03/99	3220.63	3343.66	3472.38	3638.98	3813.53	3999.25	4191.63	4322.96	4445.55
1/01/00	3301.15	3427.25	3559.19	3729.95	3908.87	4099.23	4296.42	4431.03	4556.69
7/01/00	3317.66	3444.39	3576.99	3748.60	3928.41	4119.73	4317.90	4453.19	4579.47